



## **MontCAS Montana Comprehensive Assessment System March 2005 Newsletter**

### **MontCAS Announcements and Information**

#### **Spring 2005- Deadlines for Return of Materials**

- April 4** Last day to return used Criterion-Referenced Test (CRT) student response booklets to Measured Progress for scoring
- April 8** Last day to return other Criterion-Referenced Test (CRT) materials to Measured Progress
- April 15** Last day to return Norm-Referenced Test (Iowa Tests--NRT) answer documents to Riverside for scoring

**Please** use the return labels furnished by Measured Progress and Riverside Publishing. Testing materials must be returned to Measured Progress and Riverside using the specific labels provided by each test contractor.

Using labels to the wrong testing company could result in the loss of your materials.

#### **Reading the Reports Video Broadcast**

Information on test results reports for the Criterion-Referenced Test (CRT), the Criterion-Referenced Test- Alternate (CRT-Alt), and the Iowa Tests will be presented by video conference the morning of May 19. Details and registration information for the video broadcast will be included in the April 2005 *JUMP*.

#### **Acting Test Coordinators**

It is especially important for the Office of Public Instruction to have the e-mail address of your system test coordinator. If the test coordinator for your school system is going to be away for an extended period, please arrange for an acting system test coordinator and forward the name and e-mail address of that person to Judy Snow ([jsnow@mt.gov](mailto:jsnow@mt.gov) or 406-444-3656).

## MontCAS Test Results Data Verification Schedule Spring 2005

For both the Criterion-Referenced Test (CRT) and the Norm-Referenced Test (NRT), important opportunities to review and verify data are provided by the testing contractors. In the table below is information for each test.

<b>CRT and CRT-Alternate</b>	April 13-20	<ul style="list-style-type: none"> <li>System test coordinators review demographic data that their systems submitted in student response booklets (and/or for bar code labels). Measured Progress will provide this online data verification <a href="http://iservices.measuredprogress.org">http://iservices.measuredprogress.org</a>. If a system does not verify its data during this verification period (<b>April 13-20</b>), reports will be produced based upon the information collected during the bar code process or coding at the time of testing. AYP calculations will be based on this data.</li> <li>System test coordinators can expect an instruction memo from Measured Progress including a unique password April 4.</li> </ul>
<b>NRT</b>	April 18 - May 10	System test coordinators review their score reports for The Iowa Tests within ten business days of receipt for discrepancies that affect system summary results. Instructions for reviewing score reports will be included in the results shipment.

## MontCAS, Quick Reminders

The Assessment Office at the Office of Public Instruction receives calls about testing issues. Some of the more frequent topics are listed below.

<b>Student Response Booklets (SRB)</b>	When students mark in the CRT student response booklet (SRB), their marks may transfer to another page. This is not a problem. Measured Progress uses quality paper and has quality scanners that pick up the original pencil marks but not the "carbon" ones. Scanning has started, and Measured Progress has not experienced any problems.
<b>Returning Materials</b>	Please use the return labels furnished by Measured Progress and Riverside Publishing. Testing materials must be returned to Measured Progress and Riverside using the specific labels provided by each test contractor. Using labels to the wrong testing company could result in the loss of your materials.
<b>CRT-Alternate Materials Kits</b>	The black accordion file kits sent from the University of Montana to teachers administering the CRT-Alternate should be stored at the schools. Information on updating and replenishing the kits will be sent to system test coordinators.
<b>Test Security and Standard Administration</b>	<ul style="list-style-type: none"> <li><b>Standard Administration = Accurate + Reliable Data.</b> Please follow procedures and guidance provided by training and manuals. Please remember, once the administration of a session has been completed, the student may not return to it.</li> <li>Any concerns about breaches in test security, non-compliance with test administration procedures, or practices which compromise the integrity of the tests must be reported immediately to the principal and/or system test coordinator or Judy Snow at the Office of Public Instruction (<a href="mailto:jsnow@mt.gov">jsnow@mt.gov</a> or 406-444-3656).</li> </ul>

## MontCAS Testing Windows Spring 2005 and Spring 2006

Testing windows for the Criterion-Referenced Test (CRT), the Criterion-Referenced Test-Alternate (CRT-Alt), and the Norm-Referenced Test (NRT--The Iowa Tests) have been set for the spring of 2006. The table below shows the windows for both spring 2005 and 2006.

<b>Spring 2005</b>	Feb. 14 - March 30	Phase 2, CRT-Alternate	Grades 4, 8, 10 Reading and Math
	March 7 - March 30	Phase 2, CRT	Grades 4, 8, 10 Reading and Math
	March 23 - April 13	Phase 1, NRT and NRT Alternate Assessment Scales	Grades 4, 8, 11 Language Arts, Reading, Math, Social Studies, and Science
<b>Spring 2006</b>	Feb. 13 - March 29	Phase 2, CRT-Alternate	Grades 3-8 and 10 Reading and Math
	March 6 - March 29	Phase 2, CRT	Grades 3-8 and 10 Reading and Math
	March 22 - April 12	Phase 1, NRT and NRT Alternate Assessment Scales	Grades 4, 8, 11 Language Arts, Reading, Math, Social Studies, and Science
<b>NOTE:</b> To accommodate the variety of spring breaks and to facilitate scheduling, the CRT and NRT windows overlap.			

## MontCAS, Phase 1--Norm-Referenced Test (NRT)--The Iowa Tests

### Riverside Publishing Company Contact Information

Maile Wicklander	Brenda Granstrom	Richard Hills
Montana Program Manager	Montana Program Coordinator	Assessment Consultant
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### Future of the Norm-Referenced Test (NRT)

At the March 10, 2005 meeting of the Board of Public Education, results of the two recent surveys on the future of the NRT were discussed. Dr. Conrad Snyder of the University of Montana gave details from the surveys, but explained that the response rates from both were too low for the information to be generalizable.

Five options and a recommendation were presented by the Board of Public Education/Office of Public Instruction Assessment Oversight Committee. Both written comments from the field and oral comments from the audience were heard.

The Board voted to accept the recommendation of the oversight committee to administer the Iowa Tests to all students in grades 4, 8, and 11 in Language Arts, Reading, Mathematics, Social Studies, and Science in the spring of 2006. In the fall of 2006, contingent on an acceptable and usable sampling plan, the Iowa Tests will be administered to a sample of

Montana students in grades 4, 8, and 11 in the five subjects. In addition, districts and schools not included in the sample may choose to be included in the fall testing. The costs for grades 4, 8, and 11 will be included in the state contract with Riverside. The spring 2006 test window for the NRT is March 22 - April 12. Details of the sampling plan and fall 2006 testing window are in progress and will be announced in future *JUMP* newsletters.

The options and recommendation may be found on the Board of Public Education web site: <http://www.bpe.state.mt.us/reports.shtml>

## **MontCAS, Phase 2--The Criterion-Referenced Test (CRT)**

### **2004 CRT Test Results Are Online**

[http://www.opi.state.mt.us/Measurement/Measurement\\_Data.html#SSA](http://www.opi.state.mt.us/Measurement/Measurement_Data.html#SSA)

### **CRT Materials to Keep**

Although most of the CRT materials need to be returned to Measured Progress, OPI recommends keeping the following nonsecure materials:

- Copies of 2005 CRT Test Coordinator and Test Administrator Manuals
- Math Reference Sheets

### **Criterion-Referenced Test (CRT) Field Test in Grades 3, 5, 7, and 8**

In preparation for the 2006 CRT, Measured Progress is conducting a Montana field test of the Progress Towards Standards (PTS) items for grades 3, 5, 6, and 7. The voluntary field test will be administered May 2 through May 6, 2005. Participating schools will be paid \$2.00 per student by Measured Progress (at no cost to Montana or the Montana contract).

Measured Progress mailed detailed information and a registration form to all system test coordinators and school principals. The memo and registration form are also online.

Memo: <http://www.opi.state.mt.us/PDF/Assessment/05MemoPrncpls.pdf>

Form: <http://www.opi.state.mt.us/PDF/Assessment/05FieldTestReg.pdf>

For more information, please contact Tami Provost at Measured Progress, 1-800-431-8901 x 2247.

### **CRT Procedures and Materials--How to Improve?**

To plan for the spring 2006 administration of the Criterion-Referenced Test (CRT) and the CRT-Alternate, the Montana Office of Public Instruction and Measured Progress request input from test coordinators about testing logistics including training, materials, instructions, and support. Online is a questionnaire <http://www.opi.state.mt.us/RegForms/TestEval/index.html>

The results will be used to evaluate and revise procedures and materials. Test coordinators, please complete and submit the questionnaire online by **April 30, 2005**.

Again this year, OPI will convene a focus group of system test coordinators to examine the questionnaire results and discuss ways to address concerns. If you are interested in serving on the focus group, please contact Judy Snow ([jsnow@mt.gov](mailto:jsnow@mt.gov) or 406-444-3656) by **April 30, 2005**. The focus group will meet by conference call.

## **CRT Analysis**

An analysis of the results of the CRT was recently completed by Art Bangert. The analysis, by grade, subject, standard, and subgroup, will be online by 5pm on March 23.

<http://www.opi.state.mt.us/PDF/Assessment/05Analysis04CRT.pdf>

Dr. Bangert is a psychometrician who teaches assessment at Montana State University. He is also a member of the Montana CRT Technical Advisory Committee (TAC).

## **CRT Released Items Training**

Workshops on classroom use of the released items and released item data (including use of the data management program *iAnalyze*) from the spring 2004 and 2005 Criterion-Referenced Test (CRT) will be offered by OPI after districts receive the results of the 2005 CRT. If your district or school would like to host a workshop, please contact Clare Bridge at the Office of Public Instruction, 406-444-4431 or [cbridge@mt.gov](mailto:cbridge@mt.gov). If teachers from your district would like to attend a workshop, please contact Clare also.

Hosting means providing space, a computer with a projector, and an internet connection. The host district determines the time and place.

## **Enrollment Counts Required for the Spring 2005 CRT**

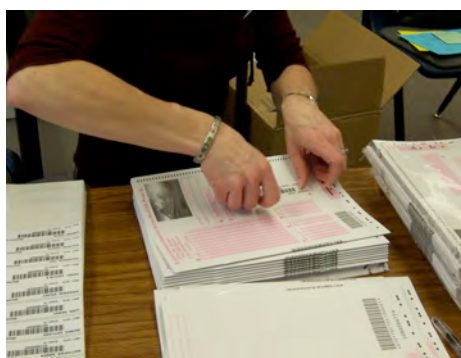
The previously required principals' certification of enrollment forms have been replaced by enrollment counts which schools are required to submit to the Office of Public Instruction. The enrollment count will be used for determining Criterion-Referenced Test participation rates and attendance rates both of which are used to determine Adequate Yearly Progress (AYP).

Counts may be submitted electronically through the Office of Public Instruction, Annual Data Collection (ADC), using the IRIS reporting system. Blank forms for paper filers and additional information on the enrollment reporting process are available on the Annual Data Collection webpage, <http://www.opi.state.mt.us/adc/Index.html>. Districts should submit enrollment counts to County Superintendents by April 15, 2005, and counts are due to the Office of Public Instruction by April 22, 2005. For further information please call Linda Atwood at (406) 444-6712 or Andy Boehm at (406) 444-0375.

## **Many Thanks to Test Coordinators and District Staff**

Thank you for making the administration of the spring 2005 Criterion-Referenced Test a smooth and efficient process.

Below, Gina Newman of the Bozeman Public Schools prepares testing materials for distribution to Bozeman schools and test administrators.



## **Other Information**

### **Planned Timeline for the Adequate Yearly Progress (AYP) Process**

Date	Activity	Responsibility
April – May 2005	Technical Assistance provided to Districts and Schools	Regional Facilitators and OPI Staff
May 9 – June 17	ADC WINDOW OPEN for districts and schools to complete the Effectiveness Report of the Five-Year Comprehensive Education Plan (5YCEP)	Districts and Schools
June 17	5YCEP Effectiveness Reports due to OPI	Districts and Schools
July 13	Small Schools Process Review	OPI Staff and Field Representatives
July 19	Proposed AYP Determinations for calculated and small schools processes mailed to districts and schools	OPI Staff
July 19 – August 18	AYP Appeals received at OPI	Districts and Schools
August 19	Final AYP Determinations mailed to districts and schools	OPI Staff
September – June	Technical Assistance and Professional Development Support for districts and schools in need of improvement	Districts and Schools

## **Five-Year Comprehensive Education Plan (5 YCEP) Effectiveness Report**

The Adequate Yearly Progress (AYP) determinations for 2005 must be made this summer due to the No Child Left Behind (NCLB) requirements. This will require the 5 YCEP Effectiveness Reports to be due to the Office of Public Instruction by June 17, 2005.

As you know, the Effectiveness Report is an essential part of the AYP Small Schools Process, and it requires time to review and analyze data and progress toward meeting school/district goals. The OPI recognizes that this is a narrow time frame to complete the school/district Effectiveness Report. Because of the time sensitive nature of this work, OPI will provide three options for submitting the 2005 Effectiveness Report. The three options for this year are: 1) schools may submit last year's report, 2) amend or modify last year's report, or 3) submit a new report.

In addition, the OPI will provide multiple technical assistance opportunities in late spring. Information on the technical assistance to be provided to districts and schools will be released in early April. See the timeline above outlining the 2005 Annual Yearly Progress process.

For further information, contact Margaret Bowles at (406) 444-0716 or [mbowles@mt.gov](mailto:mbowles@mt.gov).

## **National Assessment of Educational Progress (NAEP)**

Activities are complete for schools participating in the NAEP 2005 Reading, Mathematics and Science Assessment in grades 4 and 8; however, there is on-going research for the participants in the **High School Transcript Study**.

With more than half of Montana's schools participating in the assessment, the statewide results will be a good indicator of Montana student achievement. The results will be released in approximately six months. At that time, we will notify you.

Any questions or concerns, please contact the NAEP State Administrator, Donna O'Neill at (406)444-0793 or [doneill@mt.gov](mailto:doneill@mt.gov).

<p>Contact Information Office of Public Instruction Judy Snow, State Assessment Director 406-444-3656 <a href="mailto:jsnow@mt.gov">jsnow@mt.gov</a> Clare Bridge, Administrative Assistant 406-444-4431 <a href="mailto:cbridge@mt.gov">cbridge@mt.gov</a></p>
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